

Application  
Narrative  
Cash Transmittals  
Pre-Application  
Pre\_App Narrative  
Pre-App Cash Transmittal  
Development Standards

# Development Application



## Development Application Type:

Please check the appropriate box of the Type(s) of Application(s) you are requesting

<b>Zoning</b>	<b>Development Review</b>	<b>Signs</b>
<input type="checkbox"/> Text Amendment (TA)	<input type="checkbox"/> Development Review (Major) (DR)	<input type="checkbox"/> Master Sign Program (MS)
<input type="checkbox"/> Rezoning (ZN)	<input type="checkbox"/> Development Review (Minor) (SA)	<input type="checkbox"/> Community Sign District (MS)
<input type="checkbox"/> In-fill Incentive (II)	<input type="checkbox"/> Wash Modification (WM)	<b>Other:</b>
<input checked="" type="checkbox"/> Conditional Use Permit (UP)	<input type="checkbox"/> Historic Property (HP)	<input type="checkbox"/> Annexation/De-annexation (AN)
<b>Exemptions to the Zoning Ordinance</b>	<b>Land Divisions (PP)</b>	<input type="checkbox"/> General Plan Amendment (GP)
<input type="checkbox"/> Hardship Exemption (HE)	<input type="checkbox"/> Subdivisions	<input type="checkbox"/> In-Lieu Parking (IP)
<input type="checkbox"/> Special Exception (SX)	<input type="checkbox"/> Condominium Conversion	<input type="checkbox"/> Abandonment (AB)
<input type="checkbox"/> Variance (BA)	<input type="checkbox"/> Perimeter Exceptions	<b>Other Application Type Not Listed</b>
<input type="checkbox"/> Minor Amendment (MA)	<input type="checkbox"/> Plat Correction/Revision	<input type="checkbox"/>

Project Name: W549 Giants Complex

Property's Address: 8045 E Camelback Rd, Scottsdale AZ 85251

Property's Current Zoning District Designation: O-5

The property owner shall designate an agent/applicant for the Development Application. This person shall be the owner's contact for the City regarding this Development Application. The agent/applicant shall be responsible for communicating all City information to the owner and the owner application team.

<b>Owner:</b> <u>City of Scottsdale</u>	<b>Agent/Applicant:</b> <u>AT&amp;T Mobility</u>
<b>Company:</b> <u>ATTN: Bob Hufts</u>	<b>Company:</b> <u>C/O AT&amp;T Wireless Properties</u>
<b>Address:</b> <u>7447 E Indian School Rd</u>	<b>Address:</b> <u>2111 E. Baseline Rd Ste. A6</u>
<b>Phone:</b> <u>480-312-7066</u> <b>Fax:</b> <u>#215</u>	<b>Phone:</b> <u>TEMPE, AZ 85283</u> <b>Fax:</b> <u>602-421-4885</u>
<b>E-mail:</b> <u>rhults@scottsdaleaz.gov</u>	<b>E-mail:</b> <u>kocca@ATTWireless.com</u>
<b>Designer:</b> <u>N/A</u>	<b>Engineer:</b> <u>N/A</u>
<b>Company:</b>	<b>Company:</b>
<b>Address:</b>	<b>Address:</b>
<b>Phone:</b> <b>Fax:</b>	<b>Phone:</b> <b>Fax:</b>
<b>E-mail:</b>	<b>E-mail:</b>

Please indicate in the checkbox below the requested review methodology (please see the descriptions on page 2).

- This is not required for the following Development Application types: AN, AB, BA, II, GP, TA, PE and ZN. These applications<sup>1</sup> will be reviewed in a format similar to the Enhanced Application Review methodology.

<input type="checkbox"/> <b>Enhanced Application Review:</b>	I hereby authorize the City of Scottsdale to review this application utilizing the Enhanced Application Review methodology.
<input checked="" type="checkbox"/> <b>Standard Application Review:</b>	I hereby authorize the City of Scottsdale to review this application utilizing the Standard Application Review methodology.

<u>see enclosed LOA</u> Owner Signature	<u>Julio R. Cocco</u> Agent/Applicant Signature
--	--

<b>Official Use Only</b>	<b>Submittal Date:</b>	<b>Development Application No.:</b>
--------------------------	------------------------	-------------------------------------

## Planning and Development Services

7447 East Indian School Road Suite 105, Scottsdale, Arizona 85251 • www.scottsdaleaz.gov



# Development Application

## Review Methodologies



### Review Methodologies

The City of Scottsdale maintains a business and resident friendly approach to new development and improvements to existing developments. In order to provide for flexibility in the review of Development Applications, and Applications for Permitting, the City of Scottsdale provides two methodologies from which an owner or agent may choose to have the City process the application. The methodologies are:

#### **1 Enhanced Application Review Methodology**

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows:

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review,
- City staff and the applicant to collaboratively work together regarding an application, and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner.

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames.

#### **2 Standard Application Review Methodology**

Under the Standard Application Review, the application is processed in accordance with the Regulatory Bill-of-Rights of the Arizona Revised Statutes. These provisions significantly minimize the applicant's ability to collaboratively work with City Staff to resolve application code, ordinance, or policy deficiencies during the review of an application. After the completion of the city's review, a written approval or denial, recommendation of approval or denial, or a written request for additional information will be provided.

The City is not required to provide an applicant the opportunity to resolve application deficiencies, and staff is not permitted to discuss or request additional information that may otherwise resolve a deficiency during the time the City has the application. Since the applicant's ability to collaboratively work with Staff's to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased.

In addition to the information above, please review the Development Application, and/or the Application for Permitting flow charts. These flow charts provide a step-by-step graphic representation of the application processes for the associated review methodologies.

#### **Note**

1. Please see the Current Planning Services and Long Range Planning Services Substantive Policy Statements and Staff Review Timeframes for Development Applications, number III.

### **Planning and Development Services**

7447 East Indian School Road Suite 105, Scottsdale, Arizona 85251 • [www.scottsdaleaz.gov](http://www.scottsdaleaz.gov)

Page 2 of 3

Revision Date: 08/23/2017

# Development Application

## Arizona Revised Statutes Notice



### §9-834 Prohibited acts by municipalities and employees, enforcement, notice

- A A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.
- B Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.
- C This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes.
- D A municipality shall not request or initiate discussions with a person about waiving that person's rights.
- E This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section.
- F A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy.
- G This section does not abrogate the immunity provided by section 12-820 01 or 12-820 02.

### Planning and Development Services

7447 East Indian School Road Suite 105, Scottsdale, Arizona 85251 • [www.scottsdaleaz.gov](http://www.scottsdaleaz.gov)



# City of Scottsdale Cash Transmittal

# 117385

117385  
01168372  
11/7/2018 PLN-1STOP  
RMALDONADOHP600G2020  
11/7/2018 1:31 PM  
\$650.00

**Received From :**

AT&T Mobility C/O ATFAB Wireless Properties  
2111 E Baseline Rd Ste. A6  
TEMPE, AZ 85283  
(602) 421-4885

**Bill To :**

**Reference #** 801-PA-2018  
**Address** 8045 E CAMELBACK RD  
**Subdivision**

**Issued Date** 11/7/2018  
**Paid Date** 11/7/2018  
**Payment Type** CHECK

**Marketing Name**

**Lot Number**

**Cost Center**

**MCR**

**Metes/Bounds** No

**Jurisdiction** SCOTTSDALE

**APN** 173-54-004N

**Gross Lot Area** 0

**Water Zone**

**Owner Information**

**NAOS Lot Area** 0

**Water Type**

City of Scottsdale  
7447 E Indian School Road  
Scottsdale, AZ 85044  
(480) 312-2953

**Net Lot Area** 0

**Sewer Type**

**Number of Units** 1

**Meter Size**

**Density**

**QS** 17-47

Code	Description	Additional	Qty	Amount	Account Number
3175	USE PERMIT APPLICATION	RENEWAL	1	\$650.00	100-21300-44221

City of Scottsdale  
7447 E. Indian School Rd.  
Scottsdale, AZ 85251  
(480) 312-2500  
One Stop Shop

Date: 11/7/2018  
Office: PLN-1STOP  
Tran #: 1  
Cashier: RMALDONADO  
Mach ID: HP600G20200  
Batch #: 68978

Receipt: 01168372 Date: 11/7/2018 1:31 PM  
117385

3175 USE PERMITS \$650.00

**TENDERED AMOUNTS:**

Check Tendered: \$650.00  
Chk #: 332213395 JP MORGAN CHASE

Transaction Total: \$650.00

Thank you for your payment.  
Have a nice day!

SIGNED BY JULIE COCCA ON 11/7/2018

Total Amount

**\$650.00**

(When a credit card is used as payment I agree to pay the above total amount according to the Card Issuer Agreement.)

3" and larger water meter fees are based on cost recovery. The city will contact the owner of the permit if additional funds are due. Payment will be due within 30 days notification

**TO HAVE WATER METER SET - CALL 480-312-5650 AND REFER TO TRANS**

14-UP-2012#2  
11/7/2018

City of Scottsdale Project No: 801-PA-2018

Permittee: AT&T Mobility FA10567327/AZPHU3549  
Project Name: AT&T W549 GIANTS COMPLEX  
Project Address: 8045 E. CAMELBACK RD  
APN: 173-54-004N  
Related cases: PA-SA-2015, 193-SA-2015, 898-PA-2016  
Requesting Renewal of CUP  
Current Zoning: O-S

Applicant:  
ATFAB Wireless Properties on behalf of AT&T Mobility  
Julie Cocca  
2111 E. BASELINE RD STE. A6  
TEMPE, AZ 85283  
602-421-4885

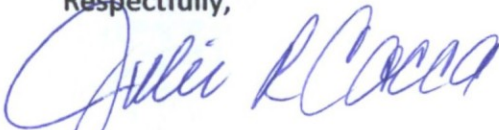
AT&T Mobility is respectfully requesting the approval of their renewal application for the Conditional Use Permit to bring the current lapsed permit current, originally approved by Scottsdale City Council on June 9, 2015 with case PA-SA-2015.

This Wireless Communication Facility (WCF) continues to be an intricate part of the north Scottsdale AT&T Mobility wireless coverage area. There are no plans to remove this site due to any foreseeable technology changes in the near future.

The WCF remains in compliance with the Conditional Use Permit (CUP) issued by the City of Scottsdale June 9, 2015. AT&T is in the process of maintenance replacing and repairing the palm fronds required under the CUP approval. This location continues to meet the requirements set forth in the Wireless Communications Facility ordinances. The existing WCF mono-palm blends with the surrounding Ball Park and commercial area landscaping and is not intrusive or obtrusive to the surrounding commercial building complexes.

AT&T Mobility has no further plans at this time to modify or change the current site under consideration and is respectfully requesting approval of our renewal application to extend the Conditional Use Permit for another 5 years.

Respectfully,



Julie Cocca  
ATFAB Wireless Properties on behalf of AT&T Mobility



# Request for Site Visits and/or Inspections

## Development Application (Case Submittals)



This request concerns all property identified in the development application.

Pre-application No: 801 -PA- 2018

Project Name: W549 Giants Complex

Project Address: 8045 E 85th St., Scottsdale, AZ 85251

### STATEMENT OF AUTHORITY:

1. I am the owner of the property, or I am the duly and lawfully appointed agent of the property and have the authority from the owner to sign this request on the owner's behalf. If the land has more than one owner, then I am the agent for all owners, and the word "owner" refer to them all.

2. I have the authority from the owner to act for the owner before the City of Scottsdale regarding any and all development application regulatory or related matter of every description involving all property identified in the development application.

### STATEMENT OF REQUEST FOR SITE VISITS AND/OR INSPECTIONS

1. I hereby request that the City of Scottsdale's staff conduct site visits and/or inspections of the property identified in the development application in order to efficiently process the application.

2. I understand that even though I have requested the City of Scottsdale's staff conduct site visits and/or inspections, city staff may determine that a site visit and/or an inspection is not necessary, and may opt not to perform the site visit and/or an inspection.

Property owner/Property owner's agent: Julie Correa - on behalf of AT&T Mobility

Print Name

Julie Correa

Signature

### City Use Only:

Submittal Date: \_\_\_\_\_ Case number: \_\_\_\_\_

### Planning and Development Services

7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 ♦ [www.ScottsdaleAZ.gov](http://www.ScottsdaleAZ.gov)



# Wireless Communication Facilities (WCF) Development Review/Conditional Use Permit Development Application Checklist



## Minimal Submittal Requirements:

At your pre-application meeting, your project coordinator will identify which items indicated on this Development Application checklist are required to be submitted. A Development Application that does not include all items indicated on this checklist may be rejected immediately. A Development Application that is received by the City does not constitute that the application meets the minimum submittal requirements to be reviewed.

In addition to the items on this checklist, to avoid delays in the review of your application, all Plans, Graphics, Reports and other additional information that is to be submitted shall be provided in accordance with the:

- Design Standards & Policies Manual;
- requirements of Scottsdale Revised Code (including the Zoning Ordinance); and
- stipulations, including any additional submittal requirements identified in the stipulations, of any Development Application approved that this application is reliant upon; and
- the city's design guidelines.

If you have any question regarding the information above, or items indicated on this application checklist, please contact your project coordinator. His/her contact information is on the page 7 of this application.

All WCFs shall require Development Review Board or City Council approval, with the exception of minor facilities, which the Zoning Administrator shall have authority to approve. (Section 1.908. Zoning Administrator review of minor applications).

**Is WCF located in the City right-of-way?** If yes, the provider must apply for permission to work in City right-of-way and permission to leave Antenna Right-of-way License Agreement with the Construction Document submittal.

Please be advised that a Development Application received by the City that is inconsistent with information submitted with the corresponding pre-application may be rejected immediately, and may be required to submit a separate: pre-application, a new Development Application, and pay all additional fees.

Prior to application submittal, please research original zoning case history to find the original adopted ordinance(s) and exhibit(s) to confirm the zoning for the property. This will help to define your application accurately. The City's full-service Records Department can assist.

## PART I -- GENERAL REQUIREMENTS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Development Review/Conditional Use Permit Application Checklist (this list)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Application Fee \$ <u>650.00</u> (subject to change every July)

## Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7000

14-UP-2012#2  
11/7/2018



## Wireless Communication Facilities (WCF) Development Review/Conditional Use Permit

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>3. Completed Development Application Form</b> (form provided) <ul style="list-style-type: none"> <li>The applicant/agent shall select a review methodology on the application form (Enhanced Application Review or Standard Application Review).</li> <li>If a review methodology is not selected, the application will be review under the Standard Application Review methodology.</li> </ul> <p>Prior to application submittal, please research original zoning case history to find the original adopted ordinance(s) and exhibit(s) to confirm the zoning for the property. This will help to define your application accurately. The City's full-service Records Department can assist.</p>		
<input type="checkbox"/>	<input type="checkbox"/>	<b>4. Request to Submit Concurrent Development Applications</b> (form provided)		
<input type="checkbox"/>	<input type="checkbox"/>	<b>5. Proposition 207 wavier or refusal (Delay submittal until after the Planning Commission Hearing</b> (sample agreement information provided)		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>6. Letter of Authorization</b> (from property owner(s) if property owner did not sign the application form)		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>7. Affidavit of Authorization to Act for Property Owner</b> (required if the property owner is a corporation, trust, partnership, etc. and/or the property owner(s) will be represented by an applicant that will act on behalf of the property owner. (form provided)		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>8. Appeal of Required Dedications or Exactions</b> (form provided)		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>9. Commitment for Title Insurance – No older than 30 days from the submittal date</b> (requirements form provided) <ul style="list-style-type: none"> <li>8-1/2" x 11" – 1 copy</li> <li>Include complete Schedule A and Schedule B.</li> </ul>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>10. Legal Description:</b> (if not provided in Commitment for Title Insurance) <ul style="list-style-type: none"> <li>8-1/2" x 11" – 2 copies</li> </ul>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>11. Request for Site Visits and/or Inspections Form</b> (form provided)		
<input type="checkbox"/>	<input type="checkbox"/>	<b>12. Addressing Requirements</b> (forms provided)		
<input type="checkbox"/>	<input type="checkbox"/>	<b>13. Design Guidelines</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> Sensitive Design Program  <input checked="" type="checkbox"/> Design Standards and Policies Manual  <input type="checkbox"/> Commercial Retail  <input type="checkbox"/> Gas Station &amp; Convenience Stores  <input type="checkbox"/> Desert Parks Golf Course  <input type="checkbox"/> Downtown Urban Design and Architectural Guidelines </td> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> MAG Supplements  <input type="checkbox"/> Office Design Guidelines  <input type="checkbox"/> Restaurants  <input type="checkbox"/> Lighting Design Guidelines  <input type="checkbox"/> Shading </td> </tr> </table> <p>The above reference design guidelines, standards, policies, and additional information may be found on the City's website at: <a href="http://www.scottsdaleaz.gov/design">http://www.scottsdaleaz.gov/design</a></p>	<input checked="" type="checkbox"/> Sensitive Design Program <input checked="" type="checkbox"/> Design Standards and Policies Manual <input type="checkbox"/> Commercial Retail <input type="checkbox"/> Gas Station & Convenience Stores <input type="checkbox"/> Desert Parks Golf Course <input type="checkbox"/> Downtown Urban Design and Architectural Guidelines	<input checked="" type="checkbox"/> MAG Supplements <input type="checkbox"/> Office Design Guidelines <input type="checkbox"/> Restaurants <input type="checkbox"/> Lighting Design Guidelines <input type="checkbox"/> Shading
<input checked="" type="checkbox"/> Sensitive Design Program <input checked="" type="checkbox"/> Design Standards and Policies Manual <input type="checkbox"/> Commercial Retail <input type="checkbox"/> Gas Station & Convenience Stores <input type="checkbox"/> Desert Parks Golf Course <input type="checkbox"/> Downtown Urban Design and Architectural Guidelines	<input checked="" type="checkbox"/> MAG Supplements <input type="checkbox"/> Office Design Guidelines <input type="checkbox"/> Restaurants <input type="checkbox"/> Lighting Design Guidelines <input type="checkbox"/> Shading			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>14. Neighborhood Notification Process Requirements:</b> (form provided) <ul style="list-style-type: none"> <li>Provide one copy of the Neighborhood Notification Report</li> <li>Provide one copy of the Community Input Certification attached to the Neighborhood Notification Report</li> <li>If substantial modifications are made to an application, additional notification may be required by the Zoning Administrator, or designee. When required, provide one copy of the Neighborhood Notification Report addendum.</li> </ul>		

### Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088



## Wireless Communication Facilities (WCF) Development Review/Conditional Use Permit

		<b>15. Request for Neighborhood Group/Homeowners Association (form provided)</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>16. Property Owners' Association Input</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>17. Site Posting Requirements:</b> (form provided (white and red signs)) <ul style="list-style-type: none"> <li><del>Affidavit of Posting for Project Under Consideration</del></li> <li>Affidavit of Posting for Planning Commission Public Hearing (<b>Delayed submittal</b>). Affidavit must be turned in 20 days prior to Planning Commission hearing)</li> <li>Affidavit of Posting for City Council Public Hearing (<b>Delayed submittal</b>). Affidavit must be turned in 20 days prior to City Council hearing)</li> </ul>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>18. Photo Exhibit of Existing Conditions: Printed digital photos on 8-1/2"x11" Paper</b> (Example Provided) <ul style="list-style-type: none"> <li>8-1/2" x 11" - 1 copy of the set of prints</li> <li>See attached <u>Existing Conditions Photo Exhibit</u> graphic showing required photograph locations and numbers.</li> <li>8-1/2" x 11" - 11 copies of the set of prints (<b>Delayed submittal</b>). At the time your Project Coordinator is preparing the public hearing report(s), he/she will request these items, and they are to be submitted by the date indicated in the request.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>19. Archaeological Resources</b> (information sheets provided) <ul style="list-style-type: none"> <li><input type="checkbox"/> Certificate of No Effect / Approval Application Form (provided)</li> <li><input type="checkbox"/> Archaeology Survey and Report - 3 copies</li> <li><input type="checkbox"/> Archaeology 'Records Check' Report Only - 3 copies</li> <li><input type="checkbox"/> Copies of Previous Archeological Research - 1 copy</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>20. Completed Airport Vicinity Development Checklist</b> – Your property is located within the vicinity of the Scottsdale Municipal Airport (within 20,000 foot radius of the runway; <b>information packet provided</b> ) <ul style="list-style-type: none"> <li><input type="checkbox"/> Airport Data Page</li> <li><input type="checkbox"/> Aviation Fuel Dispensing Installation Approval form</li> <li><input type="checkbox"/> Heliport (requires a Conditional Use Permit)</li> </ul>

### PART II -- REQUIRED PLANS & RELATED DATA

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
		<b>21. Plan &amp; Report Requirements For Development Applications Checklist</b> (form provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>22. Application Narrative</b> <ul style="list-style-type: none"> <li>8 1/2" x 11" <del>4</del> <b>1 copy</b></li> <li><input type="checkbox"/> The application narrative shall specify how the proposal separately addresses each of the applicable Development Review Board criteria. (Form provided)</li> <li><input type="checkbox"/> The application narrative shall specify how the proposal separately addresses each of the applicable Conditional Use Permit criteria. (Form provided)</li> </ul>

### Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088



## Wireless Communication Facilities (WCF) Development Review/Conditional Use Permit

<input type="checkbox"/>	<input type="checkbox"/>	<b>23. Context Aerial with the proposed site improvements superimposed</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 2 color copies, folded</li> <li>• 11" x 17" – 1 color copy</li> <li>• 8 ½" x 11" – 1 color copies (quality suitable for reproduction)</li> </ul> <p>Aerial shall not be more than 1 year old and shall include and overlay of the site plan showing lot lines, tracts, easements, street locations/names and surrounding zoning for a radius from the site of:</p> <p>_____ 750 foot radius from site</p> <p>_____ 1/4 mile radius from site</p> <p>_____ Other: _____</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>24. Site Plan</b> <ul style="list-style-type: none"> <li>• <del>24" x 36" – 4 copies, folded</del></li> <li>• 11" x 17" – <del>11 copies (quality suitable for reproduction)</del> <b>1 copy</b></li> <li>• 8 ½" x 11" – 1 color copies (quality suitable for reproduction)</li> <li>• Digital - 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>25. Map of the service area for this proposed facility</b> <ul style="list-style-type: none"> <li>• 8 ½" x 11" 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>26. Map that shows other existing or planned facilities that will be used by the personal wireless service provider who is making this application.</b> <ul style="list-style-type: none"> <li>• 8 ½" x 11" 1 copy (quality suitable for reproduction)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>27. Map that shows, up to a distance of ½-mile from the project, any single family residential developments that are either existing, zoned or are shown in the General Plan.</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>28. Landscape Plan</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 2 copies, folded of <u>black and white line drawings</u> (a grayscale copy of the color Landscape Plan will not be accept.)</li> <li>• 11" x 17" – 11 copies, folded (quality suitable for reproduction)</li> <li>• 8 ½" x 11" – 2 copies (quality suitable for reproduction)</li> <li>• Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>29. Photo simulations of current and proposed antenna</b> <ul style="list-style-type: none"> <li>• Provide 1 color original set mounted or printed on 8 ½" x 11" paper</li> <li>• 11 color copy sets for inclusion in DRB packets (DRB submittal only)</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>30. Elevations drawings of new additions, building, screening, poles or other changes: Description of height and diameter of existing pole to be replaced or extended if facility is co-locating or a joint-use.</b> <ul style="list-style-type: none"> <li>• 24" x 36" – 4 folded black and white line drawing copies</li> <li>• 11" x 17" – 11 black and white line drawing copies, folded (quality suitable for reproduction)</li> <li>• 8 ½" x 11" – 2 black and white line drawing copies, folded (quality suitable for reproduction)</li> <li>• Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)</li> </ul>

### Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088



## Wireless Communication Facilities (WCF) Development Review/Conditional Use Permit

<input type="checkbox"/>	<input type="checkbox"/>	<b>31. Drainage Report</b> (Information Provided) See the City's <u>Design Standards &amp; Policies Manual</u> for specific submittal and content requirements for drainage report. The report shall be bound (3 ring, GBC or coil wire, no staples) with card stock front and back covers, and must include all required exhibits, full color aerial, topography maps and preliminary grading and drainage plans. Full size plans/maps shall be folded and contained in pockets. <ul style="list-style-type: none"> <li>8-1/2" x 11" - 2 copies of the Drainage Report including full size plans/maps in pockets</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>32. A written report verifying that, at its maximum load, including cumulative effects of multiple facilities, the WCF meets or exceeds the Federal Communication Commission's radio frequency safety standards.</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>33. Native Plant Submittal:</b> (information provided) <ul style="list-style-type: none"> <li>24" x 36" 1 – copy, folded. (Aerial with site plan overlay to show spatial relationships of existing protected plants and significant concentrations on vegetation to proposed development) See Sec. 7.504 of the Zoning Ordinance for specific submittal requirements.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>34. Other:</b> <hr/> <hr/> <hr/> <div style="margin-top: 20px;"> <input type="checkbox"/> 24" x 36" – _____ copy(ies), folded  <input type="checkbox"/> 11" x 17" – _____ copy(ies), folded (quality suitable for reproduction)  <input type="checkbox"/> 8 1/2" x 11" – _____ copy(ies) (quality suitable for reproduction)  <input type="checkbox"/> Digital – 1 copy (Text and drawing shall be black and white, and in the DWF format)         </div>

### PART III – SAMPLES & MODELS

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>35. Exterior Building Color &amp; Material Sample Board(s):</b> 8-1/2" x 11" or 11" x 17" material sample board(s) <ul style="list-style-type: none"> <li>The material sample board shall include the following:               <ul style="list-style-type: none"> <li>A color elevation of one side of the building</li> <li>3" x 3" Glass samples mounted on the board with reflectivity identify</li> <li>3" x 3" of each the building materials mounted on the board (i.e. split face CMU, Stucco, EIFS, etc.)</li> <li>2"x 2" of proposed paint colors</li> <li>All material manufacture names and material identification names and numbers shall be keynoted on the individual materials and the elevation.</li> </ul> </li> <li>11" x 17" – 1 copy, folded of a printed digital photo of the material board</li> <li>8 1/2" x 11" – 1 copy of a printed digital photo of the material board</li> </ul>

### Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088



## Wireless Communication Facilities (WCF) Development Review/Conditional Use Permit

<input type="checkbox"/>	<input type="checkbox"/>	<p><b>36. Electronic Massing Model:</b></p> <ul style="list-style-type: none"> <li>11" x 17" – 1 color copy, folded</li> <li>8 ½" x 11" – 1 color copy (quality suitable for reproduction)</li> </ul> <p>Scaled model indicating building masses on the site plan and the mass of any building within:          _____ 750 foot radius from site          _____ Other: _____</p> <p>(The electronic model shall be a computer generated Sketch-up® model or other electronic modeling media acceptable to the Current Planning Services department.)</p>
--------------------------	--------------------------	---

### PART IV – SUBMITTAL OF THE DEVELOPMENT APPLICATION

Req'd	Rec'd	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>37. An appointment must be scheduled to submit this application. To schedule your submittal meeting please call 480-312-7767. Request a submittal meeting with a Planning Specialist and provide your case pre-app number; <u>801</u> -PA- <u>2117</u>.</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>38. Submit all items indicated on this checklist pursuant to the submittal requirements.</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>39. Submit all additional items that are required pursuant to the stipulations of any other Development Application that this application is reliant upon</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>40. Delayed Submittal.</b> Additional copies of all or certain required submittal indicated items above will be require at the time your Project Coordinator is preparing the public hearing report(s). Your Project Coordinator will request these items at that time, and they are to be submitted by the date indicated in the request.
<input type="checkbox"/>	<input type="checkbox"/>	<b>41. Other:</b> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div>

#### Planning and Development Services

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088

**Wireless Communication Facilities (WCF)  
Development Review/Conditional Use Permit**



42. If you have any question regarding this application checklist, please contact your Project Coordinator.

Coordinator Name (print): Keith Niederer Phone Number: 480-312-2953

Coordinator email: kniederer@scottsdaleaz.gov Date: 10-15-18

Coordinator Signature: Keith Niederer

If the Project Coordinator is no-longer available, please contact the Current Planning Director at the phone number in the footer of this page if you have any question regarding this application checklist.

This application need a: ☐ New Project Number, or

☒ A New Phase to an old Project Number: 14-UP-2012#2

**Required Notice**

Pursuant to A.R.S. §9-836, an applicant/agent may request a clarification from the City regarding an interpretation or application of a statute, ordinance, code or authorized substantive policy, or policy statement. Requests to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning, Neighborhood and Transportation Division, including a request for an interpretation of the Zoning Ordinance, shall be submitted in writing to the One Stop Shop to the attention of the Planning, Neighborhood & Transportation Administrator. All such requests must be submitted in accordance with the A.R.S. §9-839 and the City's applicable administrative policies available at the Planning, Neighborhood and Transportation Division's One Stop Shop, or from the city's website: <http://www.scottsdaleaz.gov/bldgresources/forms>.

Planning and Development Services  
One Stop Shop  
Planning and Development Services Director  
7447 E. Indian School Rd, Suite 105  
Scottsdale, AZ 85251  
Phone: (480) 312-7000

**Planning and Development Services**

7447 E Indian School Road Suite 105, Scottsdale, AZ 85251 Phone: 480-312-7000 Fax: 480-312-7088





# Development Applications Process

## Enhanced Application Review

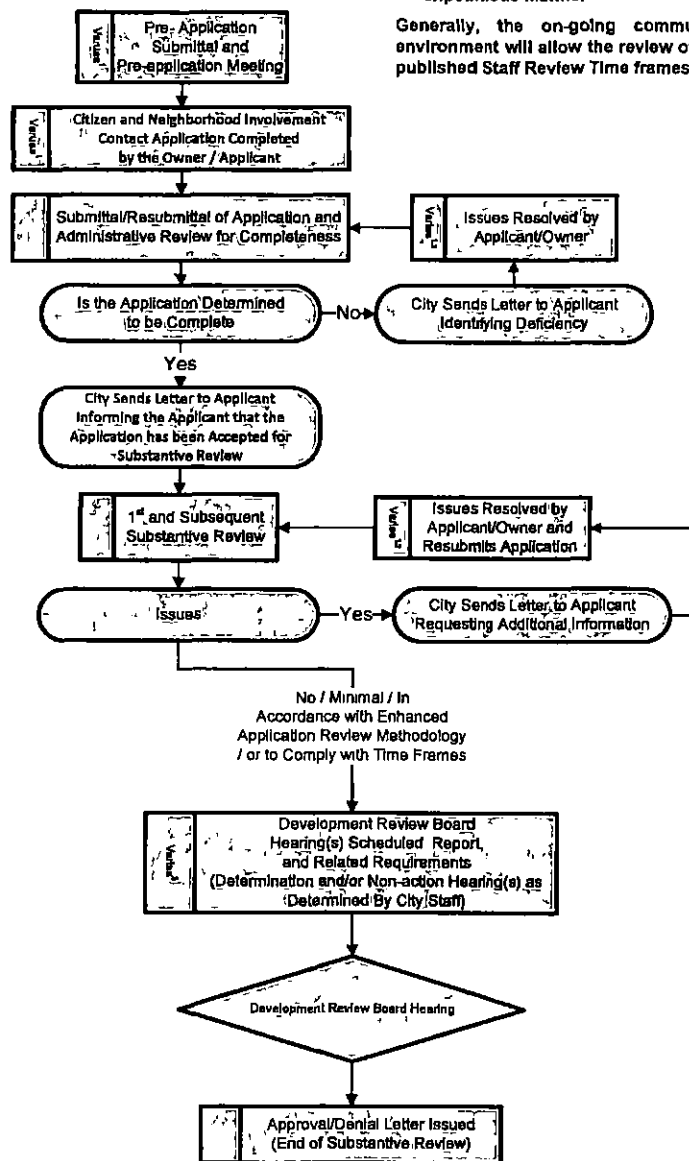
### Development Review (DR and PP)

#### Enhanced Application Review Methodology

Within the parameters of the Regulatory Bill-of-Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows

- the applicant and City staff to maintain open and frequent communication (written electronic, telephone, meeting, etc.) during the application review,
- City staff and the applicant to collaboratively work together regarding an application and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames



#### Note

- 1 Time period determined by owner/applicant.
- 2 All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/ applicant
- 3 The substantive review, and the overall time frame time is suspended during the public hearing processes
- 4 Owner/applicant may agree to extend the time frame by 50 percent

#### Time Line

Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	95 Total Staff Working Days Multiple Reviews in This Time Frame <sup>2,4</sup>	Time Frames Vary <sup>1</sup>	Letter Issued <sup>3</sup>

Planning and Development Services

37447 E Indian School Road, Suite 105 Scottsdale, AZ 84251 • Phone 480-312-7000 • Fax 480-312-7088



# Development Applications Process

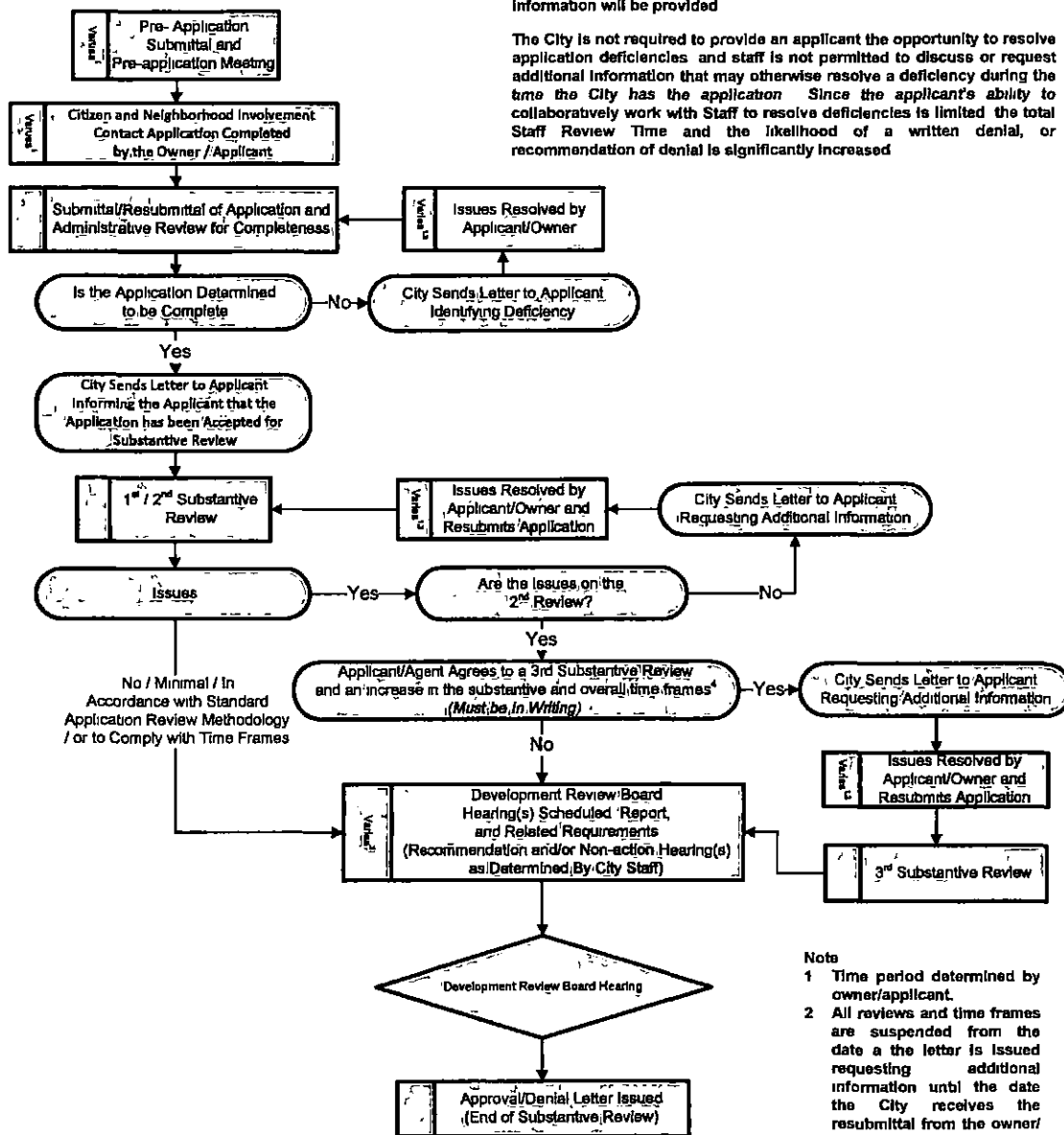
## Standard Application Review

### Development Review (DR and PP)

#### Standard Application Review Methodology

Under the Standard Application Review, the application is processed in accordance with the Regulatory Bill-of Rights of the Arizona Revised Statutes. These provisions significantly minimize the applicant's ability to collaboratively work with City Staff to resolve application code, ordinance or policy deficiencies during the review of an application. After the completion of the city's review, a written approval or denial, recommendation of approval or denial or a written request for additional information will be provided.

The City is not required to provide an applicant the opportunity to resolve application deficiencies and staff is not permitted to discuss or request additional information that may otherwise resolve a deficiency during the time the City has the application. Since the applicant's ability to collaboratively work with Staff to resolve deficiencies is limited, the total Staff Review Time and the likelihood of a written denial, or recommendation of denial is significantly increased.



#### Notes

- 1 Time period determined by owner/applicant.
- 2 All reviews and time frames are suspended from the date a letter is issued requesting additional information until the date the City receives the resubmittal from the owner/applicant.
- 3 The substantive review, and the overall time frame time is suspended during the public hearing processes.
- 4 Owner/applicant may agree to extend the time frame by 50 percent.

#### Time Line

Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	85 Total Staff Working Days Two Reviews in This Time Frame	Time Frames Vary	Letter Issued

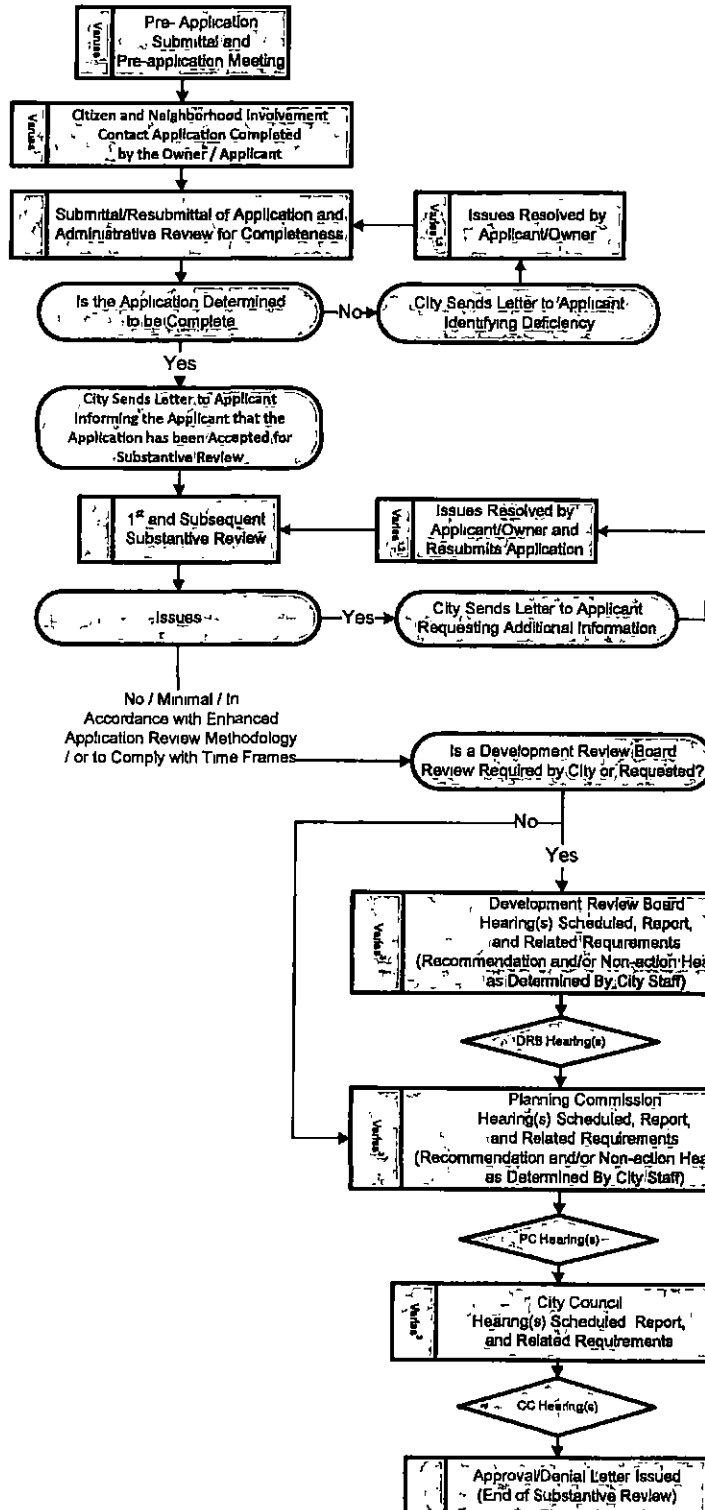




# Development Applications Process

## Enhanced Application Review

### Conditional Use Permit (UP)



#### Enhanced Application Review Methodology

Within the parameters of the Regulatory Bill of Rights of the Arizona Revised Statutes, the Enhanced Application Review method is intended to increase the likelihood that the applicant will obtain an earlier favorable written decision or recommendation upon completion of the city's reviews. To accomplish this objective, the Enhanced Application Review allows

- the applicant and City staff to maintain open and frequent communication (written, electronic, telephone, meeting, etc.) during the application review,
- City staff and the applicant to collaboratively work together regarding an application, and
- City staff to make requests for additional information and the applicant to submit revisions to address code, ordinance, or policy deficiencies in an expeditious manner

Generally, the on-going communication and the collaborative work environment will allow the review of an application to be expedited within the published Staff Review Time frames

#### Note

- 1 Time period determined by owner/applicant.
- 2 All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/applicant.
- 3 The substantive review, and the overall time frame time is suspended during the public hearing processes
- 4 Owner/applicant may agree to extend the time frame by 25 percent

#### Time Line

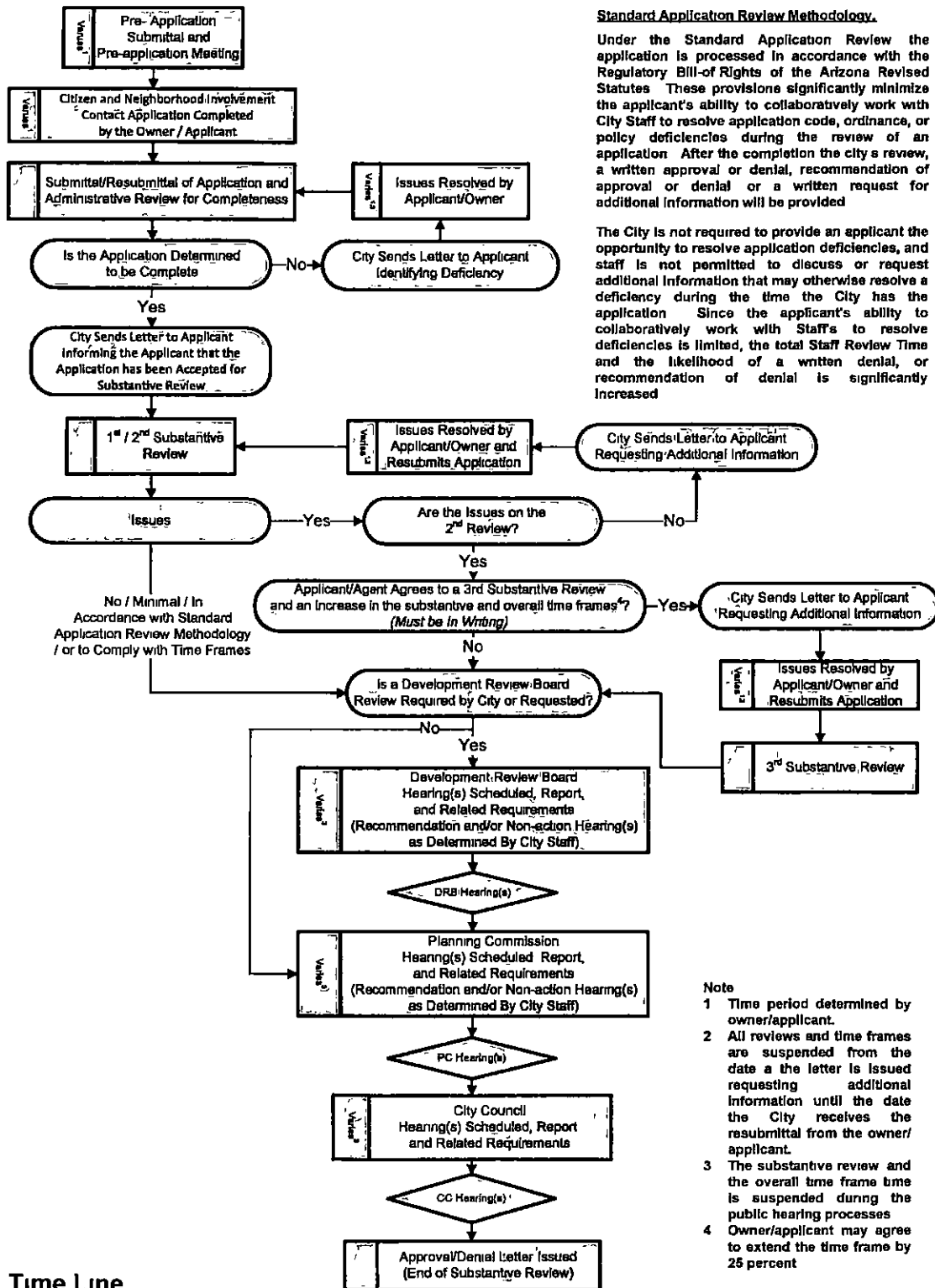
Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	95 Total Staff Working Days Multiple Reviews in This Time Frame	Time Frames Vary	Letter Issued



# Development Applications Process

## Standard Application Review

### Conditional Use Permit (UP)



#### Time Line

Administrative Review	Substantive Review	Public Hearing Process	Approval/Denial
15 Staff Working Days Per Review	95 Total Staff Working Days Two Reviews In This Time Frame	Time Frames Vary	Letter Issued

- Note**
- 1 Time period determined by owner/applicant.
  - 2 All reviews and time frames are suspended from the date a the letter is issued requesting additional information until the date the City receives the resubmittal from the owner/ applicant.
  - 3 The substantive review and the overall time frame time is suspended during the public hearing processes
  - 4 Owner/applicant may agree to extend the time frame by 25 percent